

## Minutes of the Finance Committee

The Finance Committee of the McLean County Board met on Tuesday, June 1, 2004 at 4:00 p.m. in Room 700 of the Law and Justice Center, 104 West Front Street, Bloomington, IL.

Members Present: Chairman Sorensen, Members Berglund, Selzer, Moss, Kalapp, and Nuckolls

Members Absent: None

Staff Present: Mr. John Zeunik, County Administrator, Mr. Eric Ruud, First Assistant State's Attorney, Ms. Karina Bak, Assistant to the County Administrator

Department Heads/  
Elected Officials

Present: Mr. Mike Gallagher, Assistant Director, Information Services, Ms. Ruth Weber, County Recorder, Ms. Maria Pascua, Chief Deputy County Clerk, Mr. Derrick Love, Chief Deputy Sheriff, Mr. Bob Keller, Director, Health Department, Mr. Bill Yoder, State's Attorney

Others Present: None

Chairman Sorensen called the meeting to order at 4:06 p.m. and noted that all members were present.

Chairman Sorensen presented the minutes from the May 4, 2004 Finance Committee Meeting for approval. Hearing no corrections to those minutes, Chairman Sorensen advised that the minutes would stand approved as presented.

Chairman Sorensen stated that Mr. Don Lee's reports from the McLean County Nursing Home could be found in the agenda packet on pages 1 – 3. He asked if the Committee had any comments or questions on the reports. None were heard.

Ms. Maria Pascua, Chief Deputy County Clerk, informed the Committee that the Semi-Annual Financial Reports for the Circuit Clerk, County Clerk, Coroner, and the Sheriff from July 1, 2003 through December 31, 2003 were on file in the County Clerk's Office. She noted that the reports from the Recorder's Office had not been received.

Chairman Sorensen asked if there were any questions or comments for Ms. Pascua. Hearing none, he thanked her for attending the meeting.

Ms. Ruth Weber, County Recorder, addressed the Finance Committee. She requested approval to seek bids for a Storage Area Network (SAN). She stated that Mr. Mike Gallagher, Assistant Director, Information Services, was available to answer any questions the Committee might have. Mr. Gallagher handed out answers to questions that had been posed to him prior to the meeting.

Chairman Sorensen asked that the questions and answers be placed in the Finance Committee Meeting Minutes.

Storage Area Network for the Recorder's Cott System Questions and Answers

1. How critical is the need? Can this wait until after the election and the new Recorder is sworn into office?

*Information Services has monitored the usage of the Cott system for the last year and has determined that the Recorder's Office is using approximately 1 gig of storage per month. The system has approximately 9 gigabytes of free space so, theoretically, we have 9 months of storage remaining assuming the usage is consistent. While the new Recorder will be taking office within that time frame, Information Services recommends that the purchasing process begin as soon as possible to avoid possible problems.*

2. Did Cott underestimate the need/size of the storage devices? Did Cott specify the storage equipment to be purchased for the Recorder's Office?

*The storage capacity originally specified by Cott in the summer of 2002 was 136 gigabytes, which seemed adequate at the time. Cott may have not taken into consideration the growth that the County has experienced. The current storage status is as follows:*

<u>Description:</u>	<u>Gigabytes:</u>
Original Capacity	136
Amount Used to Date	126
Remaining (9.9 GB)	9

*Cott recommended that the Recorder purchase Hewlett Packard equipment from Cott Systems but agreed to allow the County to purchase Dell equipment if Dell had equivalent hardware. Information Services worked with Dell to match or exceed the recommended HP hardware and purchased Dell equipment after Cott staff reviewed and approved the Dell specifications. The equipment Information Services purchased had at least the same*

*capacity and configuration as the recommended Hewlett Packard equipment (at a savings of over \$10,000.00).*

3. How long will the recommended SAN device meet the needs of the Recorder's Office?

*Assuming the 1 gig per month current usage remains current, the new storage device should last approximately 31 years. This amount of storage may seem to be excessive but 1) it is the smallest SAN configuration available, 2) it will allow us to have "near line" back ups of data (in addition to off site storage), and 3) provide storage space when we find it necessary to transfer/convert data to a new Recorder's system if/when that is required.*

Mr. Gallagher stated that the SAN device is expandable to three times its size, it is industry standard equipment, and it should work with any third-party software system that is purchased in the future. Mr. Gallagher informed the Committee that Information Services will include maintenance of the SAN device in the bid proposal.

Motion by Selzer/Kalapp to recommend approval of the request for permission to seek bids for a Storage Area Network to be funded out of the Recorder's Document Storage Fund.

Motion carried.

Mr. Bob Keller, Director, Health Department, requested the approval of an Ordinance of the McLean County Board Amending the Fiscal Year 2004 Combined Annual Appropriation and Budget Ordinance for Fund 0107. He stated that since last month's meeting, the Health Department had been awarded a two year grant in the amount \$25,000.00 to continue the bird and mosquito surveillance program. The new amendment increases the line item by \$9,561.00 for the remainder of Fiscal Year 2004.

Motion by Moss/Selzer to recommend approval of the Ordinance of the McLean County Board Amending the Fiscal Year 2004 Combined Annual Appropriation and Budget Ordinance for Fund 0107 in the Health Department.

Motion carried.

Chairman Sorensen asked if there were any other questions or comments for Mr. Keller. Hearing none, he thanked Mr. Keller for attending.

Chairman Sorensen stated that Ms. Becky McNeil, County Treasurer, has requested that her presentation of the May financial reports be carried over to a Stand-up Committee Meeting prior to the County Board Meeting on June 15, 2004. Hearing no objections, Chairman Sorensen stated that the reports would be submitted at the Stand-up meeting.

Mr. Bill Yoder, State's Attorney, requested approval of a Resolution Amending the Funded Full-time Equivalent Positions Resolution for Fiscal Year 2004, Children's Advocacy Center Grant Funded Attorney. He noted that there are two contingencies with this resolution. The first contingency is that the County receives the funding from the State of Illinois and the second is that the Justice Committee approves the resolution.

Motion by Selzer/Moss to recommend approval of the Resolution Amending the Funded Full-time Equivalent Positions Resolution for Fiscal Year 2004, Children's Advocacy Center Grant Funded Attorney, contingent upon the State of Illinois providing the funds and approval of the grant agreement by the Justice Committee.

Motion carried.

Mr. Yoder presented the second item for action to the Committee. He requested approval of a Resolution Amending the Funded Full-time Equivalent Positions Resolution for Fiscal Year 2004, Illinois Criminal Justice Information Authority Multi-Disciplinary Domestic Violence Grant. This resolution is also contingent on funding by the State of Illinois and approved by the Justice Committee. This is a domestic violence grant and involves numerous agencies including the State's Attorney's Office, Court Services Department, the Bloomington Police Department, the Normal Police Department, the Sheriff's Department, Countering Domestic Violence and Neville House. Mr. Yoder stated that they hope to have a start date of July 1, 2004.

Motion by Selzer/Berglund to recommend approval of the Resolution Amending the Funded Full-time Equivalent Positions Resolution for Fiscal Year 2004, Illinois Criminal Justice Information Authority Multi-Disciplinary Domestic Violence Grant contingent upon the State of Illinois providing the funds and approval of the grant agreement by the Justice Committee.

Motion carried.

Chairman Sorensen stated that several members of the Finance Committee have expressed concern about not receiving monthly reports from Ms. Weber, the McLean County Recorder. He stated that there was equal concern expressed about the County Clerk not receiving the semi-annual financial reports that are required by law to be placed on file in her office. The Finance Committee has not seen the reports in the Finance Agenda Packet since March. Chairman Sorensen asked Mr. Yoder if there was any recourse the County could take.

Mr. Yoder deferred the answer to Mr. Eric Ruud who assisted Mr. Brian Hug in the drafting of the agreement between Ms. Weber and the State's Attorney's Office. Mr. Ruud stated if Ms. Weber is not producing the reports and providing copies to the Finance Committee or the County Clerk's Office, the question is what is the recourse. Mr. Ruud stated that Misfeasance is the charge that would have to be sought and the County Clerk would be the Plaintiff in the lawsuit against the County Recorder. He also stated that it could be well after November before the situation would come to a close. Mr. Ruud advised the Committee that he would need to go back and review the Letter of Agreement signed by the County Recorder. Mr. Ruud stated that he was not prepared to give the Committee a definitive answer on what recourse is available to the Committee in order to secure the monthly reports from the Recorder's Office.

Mr. John Zeunik, County Administrator, asked Mr. Derrick Love, Chief Deputy Sheriff to present the request for approval of a Resolution Amending the Funded Full-time Equivalent Positions Resolution in the Sheriff's Department for Fiscal Year 2004 – Illinois Criminal Justice Information Authority Multi-Disciplinary Domestic Violence Grant. Mr. Love stated that this would also be contingent on funding by the State of Illinois and approval by the Justice Committee.

Motion by Selzer/Nuckolls to recommend approval of the Resolution Amending the Funded Full-time Equivalent Position Resolution in the Sheriff's Department for Fiscal Year 2004, Illinois Criminal Justice Information Authority Multi-Disciplinary Domestic Violence Grant contingent on funding being provided by the State of Illinois and approval by the Justice Committee.

Motion carried.

Chairman Sorensen presented the May 31, 2004 Finance Committee bills for review and approval as transmitted by the County Auditor. The Finance Committee Fund total is \$510,878.83 and the prepaid total is the same. Bills for the Nursing Home are in the amount of \$329,985.21 and the prepaid total is the same.

Finance Committee  
June 1, 2004  
Page 6

Motion by Nuckolls/Moss to recommend approval of the May 31, 2004 Finance Committee bills as presented to the Committee by the County Auditor and to recommend approval of the Nursing Home bills as of May 31, 2004 as presented to the Committee by the County Auditor.

Motion carried

Mr. Selzer asked if the County is liable for the boating accident at Evergreen Lake over the Memorial Day weekend. Mr. Zeunik informed the Committee that the County Employee's followed the rules set forth by the State of Illinois and the patrons signed the form agreeing to the terms of the rental.

Chairman Sorensen advised the Committee that there is one item to be addressed at a Stand-up Meeting on June 15, 2004.

Chairman Sorensen asked if there was any other business or communication for the Finance Committee. Hearing none, the meeting was adjourned at 4:47 p.m.

Respectfully Submitted,

Karina L. Bak  
Recording Secretary